

BY-LAWS

OF

RHODE ISLAND COLLEGE
STUDENT COMMUNITY
GOVERNMENT, INC.



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ARTICLE I – NAME

- 1.1 The name of the Corporation shall be Rhode Island College Student Community Government, Incorporated.

ARTICLE II – PURPOSE

- 2.1 To provide a means for responsible and effective student participation in, and regulation of student affairs.
- 2.2 To serve as the official spokes-body of the students in matters of College concern.
- 2.3 To provide for mutual and beneficial understanding between students, faculty, staff, and administration.
- 2.4 To further student interests and welfare.
- 2.5 To support academic freedom and responsibility along with student rights and obligations.
- 2.6 To enhance educational, social, and cultural opportunities.
- 2.7 To seek to define students' interests, evaluate their problems, and facilitate their development.
- 2.8 To assume the powers, duties and responsibilities of Rhode Island College Student Community Government, Incorporated.
- 2.9 To insure that all student organizations that are recognized by Student Parliament are operating in a manner consistent with Affirmative Action and are offering programs and services which reflect on the diverse student population.

ARTICLE III – BODY

The Corporation shall consist of Student Parliament, the Executive Council, Conditions and Services Committee, Elections Commission, Finance Commission, Student Organizations Committee, Public Relations Committee, Personnel Evaluation Committee, By-Laws/Adjudication Commission, Student Entertainment Committee, and Academic Affairs Committee.

ARTICLE IV – STUDENT PARLIAMENT

4.1 MEMBERSHIP

Student Parliament shall not deny membership to anyone on the basis of age, race, creed, sex, marital status, national origin, disability, political affiliation, religion, sexual orientation, or gender identity or expression. Any Student Activity Fee paying full-time or part-time student is eligible to file a petition for any student seat on Parliament that they are eligible for, following the regulations set forth herein.

Membership consists of:

- 4.1.1 Twenty (20) full and part-time undergraduate students from academic departments.
- 4.1.2 Six (6) Class Club representatives (one (1) Senior Class representative, one (1) Junior Class representative, one (1) Sophomore Class representative, and three (3) Freshmen Class Representatives).

- 4.1.3 Eight (8) resident undergraduate students (two (2) from the New Residence Hall, one (1) from each remaining hall, and one (1) at-large resident student).
- 4.1.4 Six (6) commuter undergraduate students.
- 4.1.5 Six (6) at large undergraduate students.
- 4.1.6 One (1) performance matriculating student.
- 4.1.7 Two (2) graduate students.
- 4.1.8 One (1) Continuing Education student.
- 4.1.9 One (1) alumnus.
- 4.1.10 Two (2) faculty members.
- 4.1.11 One (1) staff member.
- 4.1.12 The Dean of Students.
- 4.1.13 One (1) Administrator.

4.2 SELECTION OF MEMBERS

4.2.1 STUDENT REPRESENTATIVES

- 4.2.1.1 Departmental seats may be contested during the initial filing period by students having a major, minor, or concentration in the department. After the initial filing period, any undergraduate student may file a petition for any departmental seat, regardless of their own major, minor, or concentration.
- 4.2.1.2 Students shall present petitions to the Elections Commission signed by twenty-five percent (25%) of the department's major/their constituents or by fifty (50) of those majors/constituents, whichever is less.
- 4.2.1.3 The required number of signatures on petitions for continuing education, performance matriculating, and graduate students will be determined by the Election Commission Chairperson at any regular Parliament meeting with two-thirds (2/3) vote of members voting.
- 4.2.1.4 On succeeding Parliaments, an initial filing period for the coming academic year, other than freshmen seats, shall run from the fourth Monday in March to the second Friday in April.
- 4.2.1.5 The three (3) upper classmen representatives will be elected to these Parliament seats on the same ballot as their class officers. The election is to be held the Wednesday before the conclusion of the Spring semester. In the event of a tie vote in the class club election, another election must be held with the freshmen elections in the Fall.
- 4.2.1.6 The three (3) freshmen representatives will be elected to their Parliament seats on the same ballot as their respective class officers. The election is to be held no later than the fourth Friday of October. In the event of a tie vote in the class club representative election, another election must be held prior to November 15th. In the event of a tie vote for third place in the freshmen election, a run-off election shall be held prior to November 15th.

- 4.2.1.7 Should the number of petitions received and validated during the initial filing period exceed two (2) for a department or the allotment for a constituency, a run-off election shall be held prior to May 1st/ November 15th to reduce the membership to the maximum allowed.
- 4.2.1.8 A subsequent filing period shall run from the end of the initial filing period to the end of the term of office of the Parliament being petitioned for to fill vacancies from the initial filing period.
- 4.2.1.9 Seats may be filled during the subsequent filing periods by the first petitioners to seek them.
 - 4.2.1.9.1 Petitioners who file during the subsequent filing period, upon validation, should be contacted at least one (1) hour, if possible, before the next regular or special meeting of Parliament so that they can observe that night's meeting.
 - 4.2.1.9.1.1 When observing their first meeting, the new member shall be considered an ex-officio member and may not vote. The new member may participate in debate otherwise, according to the Parliamentary Rules Policy.
 - 4.2.1.9.1.2 The new member will have unrestricted voting rights at all subsequent meetings of Parliament
 - 4.2.1.9.2 Upon successful validation of their pending petition for the current session, petitioners who were members of Parliament during the current or previous session shall have no restrictions on their voting rights.
- 4.2.1.10 If a seat is vacated during the term, the specified constituency or residence hall from which the seat is vacated shall have a two (2) week filing period to refill the seat. No petition can be solicited until the vacancy has been announced at a Parliament meeting.
- 4.2.1.11 An additional subsequent filing period shall run from the end of this period, if the seat has not been filled to the end of the term of the office of Parliament being petitioned for.
- 4.2.1.12 These seats may be filled during the additional subsequent filing period(s) by the first eligible petitioners to seek them.

4.2.2 DUTIES AND RESPONSIBILITIES (PARLIAMENT MEMBERS)

- 4.2.2.1 To represent their constituencies and act in the best interests of the Student Body as a whole.
- 4.2.2.2 To serve on at least one (1) Parliament or College Committee/Commission, in keeping with *Section 16.3 Expulsion*, and the *Stipend and Attendance Policies*.

4.2.3 NON-STUDENT REPRESENTATIVES

- 4.2.3.1 The alumni member shall represent and be appointed by the Director of Alumni and College Relations, and shall have not graduated more than three (3) years prior.

4.2.3.1.1 In the event that the Director of Alumni and College Relations fails to appoint a representative by the second meeting of the session, members of Parliament will select a representative from the nomination list by a two-thirds (2/3) vote of members voting.

4.2.3.2 Faculty and staff members shall represent and be appointed by their respective collective bargaining agents.

4.2.3.3 Alumni, faculty, staff, and administration members shall be chosen from a list of nominees submitted to the appointing body by the current Parliament on Sine Die.

4.2.4 ADVISOR

4.2.4.1 The Advisor to Student Community Government, Incorporated shall be chosen by a majority vote of members voting.

4.2.4.2 The Advisor shall be nominated at the meeting which is held for election of officers to the Executive Council, shall be confirmed at the first meeting of the next session by a majority vote of members voting, and will assume the position upon confirmation.

4.2.4.3 The Advisor shall have all rights and responsibilities associated with the position as specified in the advisor contract.

4.2.4.4 The Advisor shall be chosen from PSA, RICAFT, or RIC Administration.

4.2.4.4.1 Any organization seeking appointment of an Advisor who is not in compliance with Student Community Government, Incorporated's definition of advisor must seek two-thirds (2/3) approval by Parliament.

4.2.4.5 The Advisor can be dismissed at any time upon a two-thirds (2/3) majority vote of members voting.

4.3 RECALL

4.3.1 Members of Parliament shall be subject to recall from office by their constituency. Petition by twenty-five percent (25%) or seventy-five (75) of the majors/constituents in a representative's constituency, whichever is less, shall be necessary to call a special election to determine whether or not a member shall continue to serve.

4.3.2 A majority vote of those voting from the constituency in the negative shall be necessary to recall, provided that fifty percent (50%) or seventy-five (75) members of the constituency votes, whichever is less.

ARTICLE V – EXECUTIVE COUNCIL

The Executive Council shall consist of the President, Vice President, Secretary, and Treasurer, and the Speaker and Deputy Speaker. In order to maintain neutrality as Officers of Parliament, the Speaker and Deputy Speaker shall be non-voting, ex-officio members of the Executive Council.

5.1.1 No individual can serve more than eight (8) semesters on the Executive Council.

5.1.1.1 A semester shall be defined as any part of the fall or spring semester in which a member of the Executive Council holds office.

5.1.2 PRESIDENT

- 5.1.2.1 Is the Chief Executive Officer of the Corporation.
- 5.1.2.2 Has the responsibility of the good and efficient management of the Corporation.
- 5.1.2.3 Approves the agenda for Parliament meetings.
- 5.1.2.4 Serves as the official representative of the Student Body.
- 5.1.2.5 Serves on the Council of Rhode Island College and appoints the other student member to it.
- 5.1.2.6 May dismiss the other members of the Executive Council for good cause with the consent of a majority of Parliament members voting.
- 5.1.2.7 May dismiss members of the Cabinet for good cause with advice and consent of the Executive Council.
- 5.1.2.8 Presides over meetings of the Executive Council.
- 5.1.2.9 Appoints all Cabinet, committee, commission, and ad-hoc committee members, and all committee and commission chairs; except where already designated in the By-Laws of Student Community Government, Incorporated; agents and employees of the Corporation, with the advice and consent of two-thirds (2/3) of Parliament members voting.
- 5.1.2.10 May dismiss any committee, commission, or ad-hoc committee member for good cause with the advice and consent of two-thirds (2/3) of Parliament members voting.
- 5.1.2.11 Shall at the first Parliament meeting in October, give a State of the Student Body Address to Parliament. The Address shall report the condition of student activity on campus, Executive Council priorities, and the Presidential Agenda for the rest of the academic year.
- 5.1.2.12 Is a non-voting, ex-officio member of all Committees and Commissions of the Corporation.
- 5.1.2.13 Commissions the Student Community Government, Incorporated By-Laws/Adjudication Commission to review the ENTIRE By-Laws of Student Community Government, Incorporated at such times when one or more recommendations for change have been made by the President and/or Parliament members.
- 5.1.2.14 Shall, along with a student appointed by him/her, attend Board of Governors for Higher Education meetings and is required to report upon said meeting at the next meeting of Parliament.

5.1.3 VICE PRESIDENT

- 5.1.3.1 Performs the duties of the President in his/her absence or disability.
- 5.1.3.2 Determines the required number of signatures on petitions for continuing education, performance matriculating, and graduate students, in accordance with *Section 4.2.1.3*.

- 5.1.3.3 Responsible for the maintenance and upkeep of the Student Community Government, Incorporated website.
- 5.1.3.4 Responsible for all described duties listed under *Article VII – Elections Commission*.
- 5.1.3.5 Presides over meetings of the Public Relations Committee and votes in the event of a tie.
- 5.1.3.6 Presides over meetings of the Elections Commission and votes in the event of a tie.
- 5.1.3.7 Responsible for all described duties listed under *Article X – Public Relations Committee*.

5.1.4 SECRETARY

- 5.1.4.1 Is the Chief Operating Officer of the Corporation.
- 5.1.4.2 Keeps an updated list of recognized student organizations’ (funded and non-funded by the Student Activity Fee) officers.
- 5.1.4.3 Keeps accurate lists of the membership of Parliament and the clubs/organizations which Student Parliament members are actively involved with.
- 5.1.4.4 Records impeachment proceedings, and the minutes of Parliament meetings in the absence of the Administrative Supervisor.
- 5.1.4.5 Presides over meetings of the Student Organizations Committee and votes in the event of a tie.
- 5.1.4.6 Shall collect all Conflict of Interest Policy statements from each Parliament member and aid the Speaker in enforcing the Conflict of Interest Policy.
- 5.1.4.7 Shall send notification to the Assistant Director of Student Activities, or designee, each time a new student organization is recognized by Parliament.
- 5.1.4.8 Responsible for all described duties as listed under *Article IX – Student Organizations Committee*.

5.1.5 TREASURER

- 5.1.5.1 Is the Chief Financial Officer of the Corporation.
- 5.1.5.2 Oversees the receipt and disbursement of the funds of the Corporation, and the keeping of an accurate and itemized account thereof.
- 5.1.5.3 Takes action on or refers to the Finance Commission all discrepancies in the disbursement of all funds to Student Organizations.
- 5.1.5.4 Presides over meetings of the Finance Commission and votes in the event of a tie.
- 5.1.5.5 Prepares a Finance Commission meeting schedule for the year.
- 5.1.5.6 Prepares the annual budget request of the Corporation for submission to Parliament and the Finance Commission.
- 5.1.5.7 Shall be responsible for knowing the status and nature of all financial transactions of Student Community Government, Incorporated.

5.1.5.8 Responsible for all described duties as listed under *Article VIII – Finance Commission*.

5.2 OFFICERS OF PARLIAMENT

5.2.1 SPEAKER

- 5.2.1.1 Presides over meetings of Parliament and votes in the event of a tie.
- 5.2.1.2 Is the Parliamentarian of Parliament.
- 5.2.1.3 Suspends unruly members and/or guests for the remainder of a meeting.
- 5.2.1.4 Enforces a due observation of the Conflict of Interest Policy.
- 5.2.1.5 Responsible for all described duties as listed under *Article XII – By-Laws/Adjudication Commission*.
- 5.2.1.6 Officer shall perform such other duties as are prescribed by Parliament.

5.2.2 DEPUTY SPEAKER

- 5.2.2.1 Performs the duties of the Speaker in his/her absence or disability, voting in the event of a tie, and otherwise has full voting rights as Deputy Speaker.
- 5.2.2.2 Assists the Speaker in the efficient administration of Parliament meetings.
- 5.2.2.3 Presides over meetings of the Conditions and Services Committee and votes in the event of a tie.
- 5.2.2.4 Responsible for all described duties as listed under *Article VI – Conditions and Services Committee*.
- 5.2.2.5 Serves as the Recording Secretary for all meetings and proceedings of the By-Laws/Adjudication Commission.
- 5.2.2.6 Officer shall perform such other duties as are prescribed by Parliament.

5.2.3 NO CONFIDENCE IN OFFICERS

- 5.2.3.1 Parliament may, by a majority vote of the members voting, vote on a motion of no confidence against an officer. Upon this action, the incumbent officer must immediately resign.
- 5.2.3.2 An officer shall not lose his/her seat on Parliament by reason of removal.

5.3 FILLING OF VACANCIES

- 5.3.1 Vacancy in an office due to recall, voluntary or involuntary resignation, expulsion, impeachment, or death of the incumbent shall be filled at a special election.
- 5.3.2 Upon announcement of an office or executive vacancy, declaration of candidacy will be opened until 12:00 noon of the Monday preceding the election. Only Student Parliament members may run for office.
- 5.3.3 Any declaring candidate who already holds an Executive or Parliament office will be resigned from their office upon declaring candidacy, and their duties shall not be relieved until the results of the elections are posted.
- 5.3.4 Vacancy in the office of President or Speaker, after April 15th, shall be filled by the Vice President or Deputy Speaker, respectively.

5.4 ORGANIZATIONAL MEETING

- 5.4.1 In the first half of May, there shall be an election for all Executive and Parliament Officers. A student must be a member of Student Parliament to run for office; however, the electorate shall be the outgoing Parliament, in addition to the incoming Parliament.
- 5.4.2 After the election of Executive and Parliament Officers, the President-elect shall call Parliament-elect to a meeting at some time after June 1st, but before the start of classes for the fall, in order to have an orientation meeting.
- 5.4.3 The orientation meeting will be held no later than the first Wednesday of the first week of classes in the fall.

5.5 DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

- 5.5.1 To conduct the general management of the affairs and purposes of the Corporation between scheduled Parliament meetings.
 - 5.5.1.1 Parliament shall convene at a time set by the previous session of Parliament and shall adjourn with sine die.
 - 5.5.1.2 The President of Student Community Government, Inc. must call a meeting of Parliament to conduct any business not authorized to the Executive Council.
 - 5.5.1.3 A regular or special meeting of Parliament called by the President can take place no less than seventy-two (72) hours from the time notification is sent.
 - 5.5.1.4 Parliament reserves the right to call a special meeting without restriction, by a majority vote at any regular or special meeting.
- 5.5.2 To prepare the Agenda for Parliament meetings.
- 5.5.3 Enforcement of due observation of the Articles of Association, these By-Laws, applicable state and federal law and regulation, and College policy.
- 5.5.4 To act on behalf of the Student Body.

ARTICLE VI – CONDITIONS AND SERVICES COMMITTEE

6.1 MEMBERSHIP

- 6.1.1 The Committee shall consist of twelve (12) members: six (6) Parliament members, five (5) Non-Parliament members, and the Director of Facilities and Operations, or designee, as a non-voting, ex-officio member.
- 6.1.2 The Chairperson shall be the Deputy Speaker of Parliament.

6.2 DUTIES AND RESPONSIBILITIES

- 6.2.1 Serve as liaison for the Student Body with staff and College administration in matters of services and facilities.
- 6.2.2 Investigate the services and facilities of the College on its own initiative or upon student complaint.
- 6.2.3 Seek improvement or remedy in the provision of services and in the condition of facilities for dining, instruction, recreation, and residence.

- 6.2.4 To make itself available in a public forum, at least once (1) per semester, to the Student Body to answer questions and listen to any grievance. This should be done in conjunction with the Public Relations Committee.
- 6.2.5 To conduct an annual survey of campus conditions and services prior to the end of the month of February. The survey shall contain a list of student concerns brought to the Conditions and Services Committee's attention from the fall semester. Students shall be asked to prioritize their concerns, and the survey shall be conducted to a random sample of at least two percent (2%) of the Student Body. The results of the survey shall be reported to Student Parliament and the College Administration. The Conditions and Services Committee shall follow up to track the progress of corrective actions by Student Parliament or the College Administration.
- 6.2.6 To maintain complaint boxes in high traffic areas for students to drop off concerns they have about Rhode Island College. The chairperson must assign a Conditions and Services Committee member to each location to collect the complaints bi-weekly.

ARTICLE VII – ELECTIONS COMMISSION

7.1 MEMBERSHIP

The Commission shall consist of the Vice President, seven (7) Parliament members and three (3) Non-Parliament members; and during elections, additional Parliament members, for purposes of manning polling places, may be appointed by the Chair of the Commission at the Chair's discretion: appointments are valid and take effect immediately (having non-voting, ex-officio status for the purposes of manning polling places, to be appointed by the President of Student Community Government, Incorporated).

7.2 DUTIES AND RESPONSIBILITIES

- 7.2.1 Determined by the beginning of the initial filing period a Constituency Plan for the allotment of departmental seats. This is to be done once (1) every third year beginning with 1988, or as needed determined by the Executive Council with the consent of a two-thirds (2/3) vote of Parliament members voting. Constituencies shall be determined by grouping departments by curriculum to form single constituency blocks and areas of study, through determining the number of majors populating departments.
- 7.2.2 The Commission may designate a number of academic departmental Parliament seats as At-Large. Candidates must be able to satisfy the membership requirements as outlined in *Article IV – Student Parliament*, and these positions are subject to be contested by all full and part-time undergraduate students.
- 7.2.3 Determine by the beginning of the initial filing period, and again in January, the number of signatures required on petitions for students' seats, based on statistics from the College Office of Records.
- 7.2.4 Confirm the eligibility of students to vote in elections and referendums.
- 7.2.5 Certify to the current Parliament the election of representatives from student constituencies to the current Parliament or to Parliament-elect.
- 7.2.6 Conduct Parliament run-off elections, Student Activity Fee, By-Laws and Articles of Association referendums.

- 7.2.7 Supervise class and student organization elections and referendums conducted by Student Community Government, Incorporated.
- 7.2.8 It shall be the duty of the Elections Commission Chair, or designee, to apportion the twenty-five percent (25%) of the signatures required on petitions to gain a Parliament seat.

ARTICLE VIII – FINANCE COMMISSION

8.1 MEMBERSHIP

The Commission shall consist of the Treasurer, five (5) Parliament members, and five (5) Non-Parliament members, and the Administrative Supervisor as a non-voting, ex-officio member.

8.2 DUTIES AND RESPONSIBILITIES

- 8.2.1 Recommend student organizations' budgets for the coming fiscal year to Parliament, based on available and anticipated revenues from the Student Activity Fee.
- 8.2.2 Approve, amend, or reject all allocations and approve, amend, or reject all reallocations above one hundred fifty-dollars (\$150) for student organizations and students from the Parliament General Fund, including the annual budget request.
- 8.2.3 Make recommendations to Parliament for suspension or revocation of funding.
- 8.2.4 At the direction of the President of Student Community Government, Incorporated, or when the Chair of the Finance Commission deems it necessary, to examine the financial records, reports, or minutes of student organizations funded by Parliament if there is any evidence to indicate misuse of funds, and to forward all findings to the By-Laws/Adjudication Commission.

8.3 VETO

- 8.3.1 The Treasurer shall report to the President within two (2) days on all business conducted including the Finance Commission meetings, excluding the day of the meeting as a full business day.
- 8.3.2 The President may veto allocations/reallocations made by the Commission, in part or in whole, within three (3) business days. The President shall immediately inform the Commission in writing of his/her action, and the reason(s) for it.
- 8.3.3 The Commission may appeal the veto to Parliament, whose decision will be final. A two-thirds (2/3) vote of members voting shall be necessary to override.
- 8.3.4 Parliament may disapprove an allocation/reallocation by majority vote of members voting at the first regular or special meeting thereafter or within two (2) weeks, whichever comes first, provided that the intention to disapprove was made known to the Treasurer in writing by any Student Activity Fee paying person, within three (3) business days.

8.4 FISCAL PROCEDURES

- 8.4.1 The fiscal year of the Corporation shall be July 1st to June 30th next.
- 8.4.2 Disbursement of funds of the Corporation shall be in check form.

- 8.4.3 Checks and drafts, promissory notes, acceptances, and other obligations of the Corporation for the payment of money shall be approved by the Treasurer, or in his/her absence, by the President.
- 8.4.4 Contracts or agreements of any nature whatsoever, and mortgages, leases, deeds, transfers, loans, and other conveyances of the real or personal property of the Corporation shall be approved by Parliament and executed by the President and Treasurer, and must be solely in the name of Student Community Government, Incorporated.
- 8.4.5 Parliament shall engage professional auditors to conduct an examination of the financial records of Student Community Government, Incorporated every year. When an audit is conducted, the auditors shall prepare and present a report to Parliament, the Commission, and the President of the College.
- 8.4.6 The General Fund shall contain an Emergency Fund of five percent (5%) of estimated Student Activity Fee revenue that cannot be utilized for any purpose without a two-thirds (2/3) vote of the Commission.

ARTICLE IX – STUDENT ORGANIZATIONS COMMITTEE

9.1 MEMBERSHIP

- 9.1.1 The Committee shall consist of eleven (11) voting members: seven (7) Parliament members, the Chairperson being the Student Community Government, Incorporated Secretary; four (4) Non-Parliament members; and the Assistant Director of Student Activities, or designee, as a non-voting, ex-officio member.

9.2 DUTIES AND RESPONSIBILITIES

- 9.2.1 Review the status of student organizations on a semi-annual basis by considering their goals and objectives and strategy for their attainment, and a detailing of past and planned future activities of service.
- 9.2.2 Review statistics on membership, participation in and attendance at activities and events, and use of services provided to determine the level of support enjoyed by the organization from the College Community.
- 9.2.3 Forward status and statistical records and reviews to the Finance Commission.
- 9.2.4 Review by-laws and constitutions of newly formed student organizations and make recommendations about newly formed student organizations to Parliament for their approval or disapproval and to be held on file for examination by members of the College Community.
- 9.2.5 The Student Organizations Committee must have at least four (4) annual (a minimum of two per semester) campus wide general Roundtable meetings of student organization representatives (from student organizations funded by the Student Activity Fee) to monitor activities of such organizations and to enhance networking between student organizations. Said meetings will be coordinated by the Secretary.
- 9.2.6 Has the right to review any preexisting constitutions and by-laws or to delegate to the By-Laws/Adjudication Commission for review.

- 9.2.7 In the event that the Secretary decides to maintain the tradition of an annual STORGY Awards Banquet, the budget for such an event must be approved by both Finance and Parliament.
- 9.2.8 Must produce an updated policy document outlining any new or changed criteria for each one of the awards for the STORGY Awards Banquet. This document must be approved by both the Committee and Parliament in full by February 1st.

ARTICLE X – PUBLIC RELATIONS COMMITTEE

10.1 MEMBERSHIP

- 10.1.1 The Committee shall consist of twelve (12) members: seven (7) Parliament members and five (5) Non-Parliament members.
- 10.1.2 The Chairperson shall be the Vice President.
- 10.1.3 The Communication Director shall be designated as the Recording Secretary.

10.2 DUTIES AND RESPONSIBILITIES

- 10.2.1 To publish and distribute pamphlets and materials for the Student Body concerning Student Community Government, Incorporated, its purpose, and functions.
- 10.2.2 To organize open forums on campus and in residence halls for students to air concerns, working with and reporting to the Conditions and Services Committee.
- 10.2.3 To annually publish and revise a Student Parliament Handbook for the orientation of new members. This revision should take place before May 1st of each Parliament term.
- 10.2.4 To publicize regular and special Parliament meetings, class elections, Parliament elections, the refilling of vacant seats, special events, and services sponsored by Student Community Government, Incorporated.
- 10.2.5 To produce and distribute a bi-annual (one per semester) newsletter detailing Student Parliament's recent issues and accomplishments.
- 10.2.6 To make available (through the Student Union Welcome and Information Center and other outlets) minutes of Student Parliament meetings to the College Community.
- 10.2.7 To work closely with media groups and organizations on campus.
- 10.2.8 To strictly adhere to the Public Relations Committee Policy of Student Parliament.

10.3 VETO

- 10.3.1 A summary of decisions made, and projects to be implemented, must be posted on the Parliament Bulletin Board after each Committee meeting.
- 10.3.2 The Chairperson shall report to the President within two (2) business days on all business conducted.
- 10.3.3 The President may veto actions taken by the Committee, within three (3) business days, and shall immediately inform the Committee in writing of his/her action, and rationale for that decision.
- 10.3.4 The Committee may appeal the veto to Parliament whose decision shall be final. A two-thirds (2/3) vote of members voting shall be necessary to override.

- 10.3.5 Any Parliament member may object to an action by the Committee.
- 10.3.6 The proposal objected to will then be brought before Student Parliament for discussion and a vote. A majority vote of those voting shall be necessary to reject or approve the proposal. Parliament's decision shall be final.

ARTICLE XI – PERSONNEL EVALUATION COMMITTEE

- 11.1 The Personnel Evaluation Committee (PEC) shall serve as a review committee for personnel questions and propose changes as necessary concerning Personnel Policies.
- 11.2 The Committee shall consist of eight (8) members: The Advisor of Student Community Government, Incorporated; five (5) Parliament members, one of whom has served on the body at least one academic year (or the longest serving Parliament member if none meet the criteria); a representative appointed from Council 94, Local 2879; a representative chosen by the employees of Student Community Government, Incorporated; and one (1) member from the Student Body, all of whom shall be confirmed by the President of Student Community Government, Incorporated. Executive Council members, Officers of Parliament, and employees shall not be eligible to serve on this Committee. The Chair will be a Parliament member, to be chosen by the President of Student Community Government, Incorporated.
- 11.3 The Committee's responsibility shall include, but not be limited to:
 - 11.3.1 Reviewing the general personnel business of the Student Community Government, Incorporated.
 - 11.3.2 Reviewing facts in the event of reconsideration of a dismissal or a grievance procedure through interviews with the concerned party(ies), and collecting various information from various other sources to enable the PEC to come to a decision.
 - 11.3.3 The PEC will appear before the Parliament with their decision and the body will vote to uphold/reject this decision.
 - 11.3.4 The PEC will determine whether information in the file is true and/or appropriate when the employee questions the validity of material placed in his/her file.

ARTICLE XII – BY-LAWS/ADJUDICATION COMMISSION

- 12.1 MEMBERSHIP
 - 12.1.1 The Commission shall consist of seven (7) members: the Speaker, acting as the Chair of the Commission; the Deputy Speaker, acting as the Recording Secretary; three (3) Parliament members; and two (2) Non-Parliament members.
- 12.2 DUTIES AND RESPONSIBILITIES
 - 12.2.1 The Commission shall review all proposed amendments to these By-Laws, the Model Constitution, and make recommendations to Parliament for their approval or disapproval.

- 12.2.2 Any proposed amendments shall be reviewed by this Commission. Any time two-thirds (2/3) of Student Parliament votes to order it, the Commission shall undertake a complete review of the ENTIRE By-Laws, and make recommendations to Student Parliament for amendment. The Commission shall have the power to review and recommend changes to existing organizations' constitutions only when in direct conflict with the By-Laws of Student Community Government, Incorporated and/or the Model Constitution at the discretion of the By-Laws/Adjudication Commission and the Student Organizations Committee.
- 12.2.3 Student organizations wishing to make changes to their name, or substantive changes to their constitution of their own volition shall be remitted to the Student Organizations Committee at the discretion of the By-Laws/Adjudication Commission.
- 12.2.4 To act as an administrative body charged with oversight concerning incidents involving individuals within recognized student organizations, and recognized student organizations themselves. In addition to those duties previously set forth, this Commission shall also act as an administrative body to receive complaints from students, approved advisors and/or recognized student organizations; said complaints shall pertain to incidents involving individuals within recognized student organizations, and/or the recognized student organization itself.
- 12.2.5 The scope of this Commission shall be limited to adjudicating complaints filed with regard to individuals acting within their roles in a recognized student organization, or against a recognized organization as a whole.
- 12.2.6 The Commission shall follow the guidelines set forth in the By-Laws/Adjudication Commission policies and procedures which shall be documented and approved by Parliament.
- 12.2.7 Any changes in said guidelines will require a two-thirds (2/3) vote of members voting for approval.

12.3 VETO

- 12.3.1 The Speaker shall report to the President within two (2) business days of reaching a decision with any case.
- 12.3.2 The President may veto actions taken by the Commission, in part or in whole, within three (3) business days. The President shall immediately inform the Speaker in writing of his/her action the reason(s) for it.
- 12.3.3 The Commission may appeal the decision to Parliament, whose decision will be final. A two-thirds (2/3) vote of members voting shall be necessary to override the veto.

12.4 PROVISIONS OF COMMISSION

- 12.4.1 Parliament may disapprove any decision in a case by two-thirds (2/3) vote of those members voting at the first regular special meeting thereafter or within two (2) weeks, whichever comes first, provided that the intention to object to a decision was made known to the Speaker in writing by any Student Activity Fee paying student, within three (3) business days of the posting of the Commission's decision statement.

- 12.4.2 The Commission shall make recommendations as to the sanctions to be imposed (if applicable) at the first regular Parliament meeting following the Commission's reaching a decision in any case, and a majority vote of those members voting shall be necessary to approve. Parliament shall reserve the power to discuss and decide on the final sanctions at this meeting, and a majority vote of those members voting shall be necessary to approve. Unless an objection was filed as per Section 12.4.1, the involved party(ies) may not address the body on this matter.
- 12.4.3 The sanctioned party(ies) shall cease all activities if so directed by the By-Laws/Adjudication Commission decided by a five-sevenths (5/7) vote until the final decisions regarding those sanctions are decided by Parliament.

ARTICLE XIII – STUDENT ENTERTAINMENT COMMITTEE

13.1 MEMBERSHIP

13.1.1 The Committee shall consist of twelve (12) members: three (3) Parliament members, three (3) Non-Parliament members, one (1) member of the Rhode Island College Programming Board, one (1) member of 90.7 WXIN-FM Rhode Island College Radio, one (1) member of a student organization, one (1) resident student, one (1) commuter student, and the Dean of Students, or designee, as a non-voting, ex-officio member. The Chairperson shall be appointed from the student membership by the President of Student Community Government, Incorporated.

13.1.1.1 One (1) student member shall be designated as the Recording Secretary by the Chairperson.

13.1.1.2 One (1) student member shall be designated as the Comptroller by the Chairperson.

13.1.2 The established student organizational members shall be appointed by the President of each respective organization.

13.1.2.1 These members shall not be members of Student Parliament.

13.1.3 The three (3) Non-Parliament members shall be appointed by the President of Student Community Government, Incorporated. These members must not be active members of any organization that has established membership in the Student Entertainment Committee.

13.2 DUTIES AND RESPONSIBILITIES

13.2.1 Shall provide Rhode Island College with a major event near the conclusion of every academic year.

13.2.1.1 Should the Committee fail to produce an event in any given year, the Chairperson of the Committee shall not be reappointed for the following academic year. The Committee shall in no other way be penalized.

13.2.2 Shall abide by the Student Entertainment Committee Policy.

13.2.3 Shall present Student Parliament with a status report on the planned event at least six (6) weeks prior to the event, or at the request of Student Parliament.

ARTICLE XIV – ACADEMIC AFFAIRS COMMITTEE

14.1 MEMBERSHIP

14.1.1 The Committee shall consist of eight (8) voting members; five (5) Parliament members, three (3) Non-Parliament members, and the Vice President for Academic Affairs, or designee, as a non-voting, ex-officio member. The chairperson shall be appointed from the student membership by the President of Student Community Government, Inc.

14.2 DUTIES & RESPONSIBILITIES

- 14.2.1 To serve as a liaison for the Student Body and the Vice President for Academic Affairs and Council of Rhode Island College for matters for the College, academic issues, and policies.
- 14.2.2 To investigate College academic issues and policies.
- 14.2.3 Seek improvement or remedy in provision of services and in the condition of academic affairs of student concern.
- 14.2.4 To seek to promote communication between the College administration and the Student Body, and thereby enhance educational opportunities.
- 14.2.5 To make itself available in a public forum, at least once per semester, or whenever deemed necessary by the chair, to the Student Body to answer questions and listen to any grievance. This should be done in conjunction with the Public Relations Committee.

ARTICLE XV – BOARD OF GOVERNORS FOR HIGHER EDUCATION REPRESENTATIVES

15.1 MEMBERSHIP

15.1.1 The Board of Governors for Higher Education Representatives shall consist of the President of Student Community Government, Incorporated, and a student appointed by the President.

15.2 DUTIES AND RESPONSIBILITIES

15.2.1 The Representatives are required to attend all Board of Governors for Higher Education meetings and report upon said meeting at the next gathering of Parliament.

ARTICLE XVI – GENERAL PROVISIONS

16.1 PETITION

- 16.1.1 Petition by two percent (2%) of the Student Body shall be necessary to require Parliament or a Committee or Commission to discuss the subject of the petition at the meeting at which it is submitted, and vote on it no later than the following regular meeting.
- 16.1.2 Petition by five percent (5%) of the Student Body shall be necessary and sufficient to require that action by Parliament be submitted to the Student Body for approval or disapproval of this petition in referendum within three (3) weeks. A majority vote of students voting shall be necessary to disapprove the petition, provided that ten percent (10%) of the Student Body votes.

16.2 COMMITTEES AND COMMISSIONS

- 16.2.1 Committees, Commissions, and the Executive Council shall report through their Chairperson to Parliament for its review of all business conducted including reporting the written minutes of each meeting.
- 16.2.1.1 The Chairperson of every Committee and Commission shall designate one (1) member to function as a recording secretary, except where the post has been filled by these By-Laws, who will take the minutes of meetings on the Standard Minutes form which will be kept with the Administrative Assistant.
- 16.2.2 Committees and Commissions may adopt such policies and procedures as they determine necessary for the proper and responsible management of their duties and powers, with the approval of a majority vote of Parliament.
- 16.2.3 Parliament may establish such ad-hoc committees as it deems necessary for a set time and charge, after which they shall report and expire.
- 16.2.4 The President may make recess appointments to College and Corporation Committees and Commissions between regularly scheduled meetings of Parliament, with the approval of Parliament at the next regular meeting.

16.3 EXPULSION

- 16.3.1 Members of Parliament shall be expelled from membership thereon if absent without leave from more than one (1) regular or more than two (2) special meetings in a semester. It is the responsibility of the Speaker to notify the member of expulsion **before** the next meeting of Parliament at which time it will be announced.
- 16.3.2 Members of College and Corporation Committees and Commissions shall be expelled from membership thereon if absent without leave from three (3) meetings in a semester.
- 16.3.3 Student members of Parliament shall be expelled from the body for failure to serve on at least one (1) Parliament or College Committee.
- 16.3.4 Expulsions are not official until announced at the next Parliament meeting, and no official action concerning expelled members, or their positions, will be taken until the Speaker makes such an announcement.

16.4 IMPEACHMENT

- 16.4.1 Members of Parliament and College and Corporation Committees and Commissions, shall be subject to impeachment by Parliament from membership thereon for good cause, to include malfeasance, nonfeasance, and misfeasance.
- 16.4.2 Any member of Parliament may move impeachment against a member at a regular or special meeting of Parliament with the impeachment/indictment requiring a majority vote of the members voting to require a hearing.
- 16.4.3 Parliament shall meet within one (1) week to conduct a hearing on the impeachment/indictment. The Secretary of Student Community Government, Incorporated shall notify the indicted representative and the members of Parliament in writing of the date, time, and place of the hearing.

- 16.4.4 The impeachment hearings shall be conducted in public or private at the wish of the indicted member. The member who moved indictment shall show cause for the indicted representative to be removed. The indicted representative shall show cause why he/she should not be removed from membership. Each side shall be allowed to present evidence and call witnesses to justify their position. The Secretary of Student Community Government, Incorporated shall keep record of the proceedings, which shall be available to inspection to any student or member of the College community.
- 16.4.5 When the hearing is completed, the Speaker of Parliament shall order a roll call vote on the impeachment/indictment. A two-thirds (2/3) vote of the members voting shall be necessary to impeach.

16.5 TERM OF OFFICE

The term of office for officers and members of the Corporation, appointees, and employees thereof, and successors thereto, shall be twelve noon (12:00 p.m.), June 1st to twelve noon (12:00 p.m.), June 1st next.

16.6 QUORUM

- 16.6.1 The Quorum of Parliament and Committee and Commission meetings shall be the total membership, minus the leaves of absences and suspensions, divided by two (2), plus one (1).
- 16.6.2 To insure a quorum, each member must be present for two (2) roll calls. These roll calls will take place at the beginning and at the end of a meeting. If a member is not present for both roll calls, he/she will immediately be marked absent for the entire meeting, unless a late leave or an early leave has been granted by the Speaker.

16.7 MEETING PROCEDURE

Parliament and Committee and Commission meetings shall be governed by *Robert's Rules of Order, Newly Revised* in all situations not otherwise provided for in these By-Laws.

16.8 LEAVES OF ABSENCE

- 16.8.1 The Speaker of Parliament and Chairpersons of College and Corporation Committees and Commissions may grant a maximum of three (3) leaves of absence per semester to members who are ill, on official business of the Corporation, or attending to pressing personal business. Also, early and late leaves shall be brought to the body by the Speaker for approval/disapproval. An "early leave" shall be defined as an official excuse to leave the meeting early. A "late leave" shall be defined as an official excuse to arrive late for the meeting. Requests for leaves from Parliament meetings must be submitted in writing to the Speaker (or his/her Parliament mailbox) before the meeting, unless the Speaker determines that a written statement could not be possible or practical.
- 16.8.2 Leaves for regular and special members of Parliament may be granted by the Speaker, with a majority vote of members voting.
- 16.8.3 Leaves for Finance Commission Budget Hearings and Parliament Budget Meetings may be granted by the Treasurer and Speaker, respectively, with a two-thirds (2/3) vote of members of their respective bodies voting.

16.9 VOTING

16.9.1 Non-student representatives shall be granted all rights and privileges of membership except voting in **financial** and **electoral** matters.

16.9.2 Representatives of Non-Student Activity Fee paying constituencies shall not vote on business involving the fee.

16.9.3 PROXY VOTES

16.9.3.1 Proxy votes may be cast by members of Parliament for the election of officers only.

16.9.3.2 Proxies must specify the office candidate, and the number of ballots, which are not to exceed five (5), on which they are to be cast. Proxy ballots must be for candidates presently on the ballot. They must indicate the day of the meeting on which they are to be cast, be signed by their assigner, be signed by a witness, and be signed by the Vice President.

16.10 EMPLOYEES

16.10.1 Duties and responsibilities and all manner of policy concerning personnel shall be contained in Position Descriptions and Personnel Policies approved by a majority vote of Parliament.

16.10.2 Employees of the Corporation may include, though not be limited to, an Administrative Supervisor, Administrative Assistant, Office Assistant, Cooperative Preschool Teacher, and Assistant Preschool Teacher.

16.10.3 All employees will attend Parliament meetings at the request of the President of Student Community Government, Incorporated.

ARTICLE XVII– AMENDMENT

17.1 Any member of Student Parliament may motion to amend these By-Laws at any regular meeting of Parliament, and said motion shall be referred to the By-Laws Commission.

17.2 Said motion and recommendations of the By-Laws Commission shall be considered at the following regular meeting of Parliament. Approval of amendment requires a two-thirds (2/3) vote of members voting for approval.

17.3 These By-Laws shall be ratified in the manner provided for amendment, shall take effect upon passage, and shall supplement in their entirety the Rhode Island College Student Community Government, Incorporated Constitution.

APPROVED BY STUDENT PARLIAMENT: November 5, 1975

APPROVED BY STUDENT BODY: December 17, 1975

AMENDED BY STUDENT PARLIAMENT: February 4, 1976; December 1, 1976; April 6, 1977; July 25, 1978; August 1, 1978; December 16, 1981; December 14, 1983; August 21, 1985; April 9, 1986; April 29, 1987; December 2, 1987; April 27, 1988; September 15, 1991; October 9, 1991; October 28, 1992; November 18, 1992; December 2, 1992; February 24, 1993; October 5, 1994; December 7, 1994; February 8, 1995; December 13, 1995; April 17, 1996; May 6, 1996; April 23, 1997; April 8, 1998; May 6, 1998; November 8, 2000; February 7, 2001; October 19, 2005; February 22, 2006; January 23, 2008; April 16, 2008; April 30, 2008; April 29, 2009; March 10, 2010; October 27, 2010; March 2, 2011; March 9, 2011; November 30, 2011; March 21, 2012; April 25, 2012; May 1, 2013

APPROVED AS AMENDED, BY THE STUDENT BODY: February 18, 1976; December 15, 1976; April 13, 1977; September 15, 1978; May 2, 1979; January 12 & 13, 1982; January 18 & 19, 1984; August 28 & 29, 1985; May 5, 1986 (during class elections); November 4, 1987; March 8, 1988; April 27, 1988; November 20, 1991; November 18, 1992; March 10, 1993; April 20, 1994; November 9, 1994; February 7, 2001